

**COMMONWEALTH OF VIRGINIA  
BOARD OF CORRECTIONS  
LIAISON COMMITTEE MINUTES**

Regular Meeting .....March 18, 2009

Location .....6900 Atmore Drive, Richmond, Virginia

Presiding..... John Roberts, Chairman

Present ..... Sterling Proffitt, Chairman, Board of Corrections  
Jimmy Burrell, Vice Chairman, Board of Corrections  
Jacqueline Fraser, Member, Board of Corrections  
B. A. Washington, Member, Board of Corrections  
Bobby Mitchell, Member, Board of Corrections  
Eugene Taylor, Captain, Hampton Roads Regional Jail  
Roy Cherry, Superintendent, Hampton Roads Regional Jail  
Jeff Frazier, Superintendent, Northern Neck Regional Jail  
Bruce Conover, Superintendent, Northwestern Regional Jail  
Steve Draper, Sheriff, Martinsville City Jail  
Glenn Aylor, Superintendent, Central Virginia Regional Jail  
Elton Blackstock, Superintendent, Blue Ridge Regional Jail Authority  
Pat Hefling, Virginia Catholic Conference  
Dennis Beeman, Virginia Catholic Conference  
Chris Ramos, Virginia Catholic Conference  
Chris Malone, Virginia Catholic Conference  
Mike Mikowitz, Virginia Catholic Conference  
Donna Cantrall, Virginia Commonwealth University  
Opal Bristow, Chief Nurse Community Corrections, DOC  
Teri Chrisley, Chief Nurse-Institutions, DOC  
Bill Nicholson, Chief Pharmacist, DOC  
Kim Lipp, Architecture and Engineering, DOC  
Bill Wilson, Supervisor, Compliance and Accreditation, DOC  
Donna Foster, Executive Secretary, Compliance and Accreditation, DOC

The meeting was called to order and attendees were welcomed. No roll was called. Guest attendees introduced themselves.

Sterling Proffitt, Chairman, Board of Corrections, introduced John Roberts, Superintendent, Newport News Department of Adult Corrections as the new Chairperson of the Liaison Committee, and new members, Steve Draper, Sheriff, Martinsville City Jail, Elton Blackstock, Superintendent, Blue Ridge Regional Jail Authority and Glenn Aylor, Superintendent, Central Virginia Regional Jail.

**I. Committee Chairman (Mr. Roberts)**

- Mr. Roberts called for a motion to approve the November minutes. By MOTION duly made by Jeff Frazier and seconded by Jacqueline Fraser, the minutes were unanimously APPROVED by the attending committee members.

**II. Meeting Summary**

*Opal Bristow and Donna Cantrall reported the following:*

- Ms. Bristow represents the Department of Corrections, Office of Health Services and Donna Cantrall represents Virginia Commonwealth University. Ms. Bristow and Ms. Cantrall are promoting continuity of HIV treatment during incarceration and release into the community as well as education for inmates. Lapses in medication increase resistance to treatment.

They have a two hour presentation in May for the annual conference for the DOC nursing staff. “Seamless Transition” is a system that has been designed by the DOC and the Health Department. Ideally, the system can be applied to local and regional jails and Probation and Parole as well. Ms. Cantrall asked how to best reach out to the jail medical staff to offer training. The training is at no cost and is also offered at VCU with reimbursement for accommodations and transportation. She can be reached at 804-828-2210 or toll free at 1-800-525-7605. Elton Blackstock advised that there is currently a meeting held for jail nurses and he will forward her information to them. Steve Draper suggested the regional training academies. Mr. Roberts suggested the Sheriff’s conference. Bill Wilson offered to collect the addresses for the regional training academies for Ms. Cantrall. In the case of a specific inmate with unusual or special requirements, she can have someone visit the housing facility to help tailor treatments to an individual. A copy of her brochure is attached for additional information.

*Chris Ramos reported the following:*

- Mr. Ramos, Chris Malone, Dennis Beeman, Pat Henfling and Mike Mikowitz attended representing the Virginia Catholic Conference. In an attempt to visit jail facilities for sharing catholic worship, they have experience resistance from several isolated facilities. One of the primary complaints is sporadic restriction from being allowed to provide communion to inmates. They seek consistency in access and ability to provide services including communion, physical contact, identifying catholic inmates, counseling and baptism among the multiple issues. Mr. Malone expressed concern over the legality of access to exercise religious worship. Mr. Proffitt asked about the number of facilities denying access. There was no specific number available, but the representatives of the Catholic Conference said they would gather that information and provide specific names

of facilities. Chris Ramos offered to provide this information. Mr. Ramos requested improved clarity in the code of Virginia to give their volunteers greater access. Mr. Aylor asked if they were requesting open access for any/all inmates or planned individual access. Mr. Malone stated that they want to be able to provide worship services for specific requests of inmates as well as a consistent ministry. Mr. Wilson confirmed denial of individual requests for catholic specific visit requests. Mr. Profitt asked if this issue could be addressed in the audit process. He emphasized that it need to be handled with extreme caution when designing any language in consideration of small facilities that lack the physical accommodations and staffing resources. Roy Cherry advised that it is not practical for all facilities to accommodate all (100+) recognized practicing religions of inmates within the Commonwealth of Virginia. The highest priority of correctional facilities is public safety and security. The various services offered to inmates have financial and staff implications and can present as cost inhibitive. Additionally, some religious practices are simply not conducive to a correctional setting. That said, he stated that religious opportunities typically assist in inmate management.

Mr. Wilson stated that he felt that education was the primary vehicle for facilitation. If the problem continues, then individual facilities would become the focus of correction.

Mr. Ramos can be reached at 804-225-8565 and he will assist with arranging trained prison ministers for catholic ministry assistance.

Bill Nicholson reported the following:

- Bill Nicholson is the Chief Pharmacist for the DOC. His co-speaker, Teri Chrisley is the Chief Nurse of Institutions for the DOC. Mr. Nicholson addressed medication transfers accompanying inmate transfers. He stated that the DOC is experiencing some difficulties with medication transfers, ranging from inmates transferred without medications to medication sent in zip-lock sandwich bags with hand written instructions. Medications must be packaged as they are packaged from the pharmacy. Three or four days worth of properly packaged medication is sufficient for continuity of care. He recognizes the costs associated with medication and does not suggest that jails send a 30-day supply. He and Ms. Chrisley are interested in speaking at the regional medical meetings for the jails as well. Mr. Nicholson added that DOC inmates sent into re-entry programs need to be sent with prescribed medications appropriately packaged as well. Mr. Aylor stated that this issue is currently under consideration in the standards revision committee due to inconsistency. They are recommending a standard form be used in all transfers. Teri Chrisley stated that DOC medical staff would like to have a more open relationship with the jail medical staff. There are three regional nurses and a health authority at each facility, making contact with DOC medical staff easily accessible. She

requested contact information for the medical staff at the jails to improve continuity of care. Treatments or appointments can be delayed in some instances until offenders are received into the DOC saving the jails money. The DOC is willing to send medical staff to train jail medical staff. There is currently a fast track system in place that has been very helpful. This prevents duplication of screenings. The DOC has regional meetings once every quarter and the jail nurses are invited to attend. Mr. Draper asked if they would attend the Sheriff's Association Meeting to be held May 22-24<sup>th</sup>. He will contact Ms. Chrisley and Mr. Nicholson after checking the agenda. Mr. Blackstock added that the Virginia Association of Regional Jails has an annual meeting around the second week of April where they may be invited to attend as well if the agenda allows. Ms. Chrisley informed the attendees that the DOC has telemedicine and telecommute training availability at the facilities and suggested it may be a useful option for the jails as well. All DOC medical training is open to the jail medical staff. Jeff Frazier suggested changes to the standards to help with universal compliance. The DOC intake form was also suggested as a potential standardized form.

Mr. Nicholson wanted to advise the jails that a potential pharmacy issue may be surfacing in the near future concerning stock medication such as tetanus vaccine or emergency boxes (stat boxes). The DOC and possibly the jails will be required to have a "*controlled substance registration*".

Contact information:

Bill Nicholson	804-674-3681 x1050
Teri Chrisley	804-674-3578 x1040

Bill Wilson reported the following:

- The out-of-compliance rate was 2,546 as of March 13<sup>th</sup>. The Comp Board is in the process of re-formatting the Tuesday report and it is unavailable online at this time. He has received two community based corrections plans, one from Virginia Beach where a 200 bed work release center is planned and the other is from Richmond City where they are building a 2,000 bed facility which is expected to be amended to 1,000 beds. Western Virginia Regional Jail with 605 beds will begin loading inmates this week.

Originally the legislature was stopping all construction projects but have since retained exemption status. The daily fee legislated as potentially charged to jail inmates, has been increased from \$1/day to \$5/day.

The standard allowing medical service charges to inmates has been revised by the standards revision committee with a model plan recommending set percentages and co-pays. The recommended language in the standard will state that the jail may charge up to, but not to exceed those fees in the model plan. This language will allow for changes to the model plan while maintaining the standard. The draft model plan is included in this package.

The standards committee has met twice and developed a suggested standards revisions to be sent to the committee members for review. It will be presented to the Board of Corrections for approval and forwarded to the Attorney General's Office before being posted for public input.

Kim Lipp reported the following:

- Ms. Lipp had planned a video tour, but due to time constraints will present the slides in the May meeting. The Grayson project is progressing well with roofing projects almost complete. Operating funding was not budgeted for this facility by the legislature in the last session.

By MOTION duly made by the Chairman of the Liaison Committee, John Roberts, and seconded by several members in attendance, the meeting adjourned.